

**OIL REBATE COMPETITIVE GRANT PROGRAM
PROJECT AND PROGRAM APPLICATION
JANUARY 1997**

Section 1: General Information

Project Title: _____

Lead Agency Name: _____

Address: _____

City: _____ State: _____ Zip _____

County: _____ Legislative District: _____

Contact Person: _____

Phone Number: _____ FAX Number _____

Signature of Lead Agency
Chief Executive Officer _____ Date: _____

Participating Agency Name: _____

Address: _____

Contact Person: _____

Phone Number: _____ FAX Number: _____

Participating Agency Name: _____

Address: _____

Contact Person: _____

Phone Number: _____ FAX Number: _____

Section 2: Description of Project or Program

- Clearly describe the project and explain how project would benefit the citizens of the state. Indicate what will be purchased, built, modified, or implemented. Provide a brief overview of the project or program's goals.

Type of Proposal (check one)

_____ (a) Capital Project

_____ (b) Program

Category of Proposed

Project or Program

(check only one category)

_____ Energy Conservation

_____ Reduction of Single Occupant
Vehicles

_____ Increased Vehicle Traffic Flow

_____ Improvement of Public Safety

- Describe below the area/locale which would benefit from the proposed project or program. In addition, **attach a detailed vicinity map if application consists of a project.**

Section 3: Financial Summary

Lead Agency: _____

Fund Source	Phase	Phase	Phase	Total
Oil Rebate Funds				
Local Funds				
Federal Funds				
Private Funds				
Other: _____				
SubTotal				

Participating Agency: _____

Fund Source	Phase	Phase	Phase	Total
Local Funds				
Federal Funds				
Private Funds				
Other: _____				
SubTotal				

Participating Agency: _____

Fund Source	Phase	Phase	Phase	Total
Local Funds				
Federal Funds				
Private Funds				
Other: _____				
SubTotal				

Total Project Costs				
----------------------------	--	--	--	--

Anticipated State Date	_____	_____	_____	_____
------------------------	-------	-------	-------	-------

Anticipated Completion Date	_____	_____	_____	_____
-----------------------------	-------	-------	-------	-------

Section 4: Self - Certifications (Thresholds)

Note that this section only applies to lead agencies that are private non-profit corporations.

Is your organization either a Section 501(c)(3) or (4) classification of the United States Internal Revenue Code and registered with the Secretary of State of Washington?

_____ Yes _____ No

How many years has your organization been in business? Has your agency performed similar type projects or programs in the past? If so describe the past efforts. Is the provision of transportation a normal function of your organization? Please explain.

What level of staffing and type of staffing is available to perform this project or program? Will this work be done in-house or with the use of a consultant?

What is the principle funding source of your organization? How secure is this source of funding for future continuation?

Section 5: Evaluation Criteria

Category A - Energy Conservation

1. Energy Efficiency & Project Cost Effectiveness

- *Project or program's ability to significantly reduce or offset the use of gasoline or diesel products*

In quantifiable terms, what amount of energy consumption reduction or energy supply increases are associated with the proposed project or program? What approach will be used for achieving the energy reductions or supply increases? How will these energy reductions or supply increases provide long-term improvements rather than just short-term?

- *Cost Effectiveness*

In quantifiable terms, why is this proposed project or program considered cost effective comparing the amount of anticipated expenditures measured against the expected results? Does the proposed project or program contain any procedures or processes that will help ensure the projected results will be received (if so explain)?

- *Project or program's innovative approach or advancement of technology*

How is this proposed project or program innovative? Does the project or program involve the applying of new ideas, new technologies, or the use of existing ideas or technology in innovative ways? Is the proposed innovative approach based upon previous experience, knowledge, or research? How important is this grant program for implementing this proposed innovation and why will it not just happen anyway?

- *Project or program's ability to strengthen Washington State's economy (job creation, reduction of reliance on fuels imported to the state, marketability of products or services, and potential for increased exports).*

How does the proposed project or program enhance economic development, reduce the reliance on imported sources of fuels, or increase the state's exports? Are new products, services, or jobs created as the result of the proposed project or program? Is there potential for other agencies to apply the project or program in their community? Can the expertise, products, or services be marketed? What, if any, is the potential for the reduction of import expenditures?

2. State, Regional, and Community Benefits

- *Relative number of persons who would potentially benefit as the result of the proposed project or program*

How will transportation users benefit as the result of the proposed project or program? Estimate the number of individuals who potentially would benefit. What is the basis for this estimate?

- *Proposed project or program's ability to be self-sustaining (no reliance on the need to secure additional funding to maintain proposed action)*

Are additional future funding sources necessary to sustain the proposed project or program after the end of this project or program's completion? If so, what are the future funding needs and what is the project or program's future outlook if additional funding does not materialize?

- *Project or program consistent with Washington's Energy Strategy*

Does the proposed project or program incorporate any of the starred recommendations in the Transportation Section of the Washington's Energy Strategy? If so, identify the starred item(s) that are incorporated. How does this proposed project or program satisfy these recommendations? (A copy of the referenced section is contained in the Appendix).

- *Element in the required report documenting lessons learned*

Will the proposed project or program contain as an element "documenting lessons learned" in the required final report? Explain how will this information may be useful for others considering implementation of similar projects or programs in the future?

3. Timelines of Project or Program

- *Ready to construct/implement*

What time frame is needed, after the assumed award of this proposed project or program, until the first phase can begin? Is any work currently underway, or has prior work been completed, that will contribute to the timely completion of the proposed project or program?

- *Ability of applicant to complete the project or program in an efficient and timely manner.*

How does the lead agency expect to complete this proposed project or program in an efficient and timely manner? Has the lead agency completed similar types of projects or programs? Does the lead agency have sufficient staff expertise to carry out this proposed project or program?

Section 5: Evaluation Criteria

Category B - Reduction of Single Occupant Vehicles

1. Reduction of Single Occupant Vehicles & Project Cost Effectiveness

- *Potential for proposed project or program to reduce the number of single occupant vehicles*

In quantifiable terms, what are the expected results for reducing single occupant vehicles during peak traffic hours as the result of the proposed project or program? How and why will this anticipated reduction materialize?

- *Cost Effectiveness*

In quantifiable terms, why is this proposed project or program considered cost effective comparing the amount of anticipated expenditures measured against the expected results? Does the proposed project or program contain any procedures or processes that will help ensure the projected results will be received (if so explain)?

- *Severity of the existing traffic congestion problem; i.e., level of congestion and air quality degradation*

In quantifiable terms, what is the magnitude of the current congestion level during peak traffic hours associated with the proposed project limits? If a program is being submitted, what are the regional congestion levels during peak traffic periods? Is the project or program located within a federal non-attainment urban area for air pollution?

- *Progress toward implementation has been accomplished; i.e., existing ridesharing program or single occupant vehicle reduction incentive program in place*

Has the lead agency performed previous actions, projects or programs that enhance or compliment this proposed project or program? Describe these actions and explain how these past efforts will benefit this proposed project or program.

2. State, Regional, and Community Benefits

- *Relative number of persons who would potentially benefit as the result of the proposed project or program*

How will transportation users benefit as the result of the proposed project or program? Estimate the number of individuals who potentially would benefit. What is the basis for this estimate?

- *Proposed project or program's ability to be self sustaining (no reliance on the need to secure additional funding to maintain proposed action)*

Are additional future funding sources necessary to sustain the proposed project or program after the end of this project or program's completion? If so, what are the future funding needs and what is the project or program's future outlook if additional funding does not materialize?

- *Project or program consistency with local, regional, or state plans*

Is the proposed project or program identified in any local, regional, or state transportation plan(s) specifically or generally as a high priority for corrective action? If so, identify the particular plan(s).

- *Proposed project or program also fulfills the goals of the Category C - Increased Vehicle Traffic Flow (0 to 5 points)*

To what degree does this proposed project or program also meet the goals of Category C - Increased Vehicle Traffic Flow? Explain the interconnection between the goal of the two categories.

3. Timelines of Project or Program

- *Ready to construct/implement*

What time frame is needed, after the assumed award of this proposed project or program, until the first phase can begin? Is any work currently underway or has prior work been completed that will contribute to the timely completion of the proposed project or program?

- *Ability of applicant to complete the project or program in an efficient and timely manner*

How does the lead agency expect to complete this proposed project or program in an efficient and timely manner? Has the lead agency completed similar types of projects or programs? Does the lead agency have sufficient staff expertise to carry out this proposed project or program?

Section 5: Evaluation Criteria

Category C - Increased Vehicle Traffic Flow

1. Improved Traffic Flow & Project Cost Effectiveness

- *Potential for proposed project to substantially improve vehicular traffic flow*

Under what Level of Service (LOS) is the highway facility presently operating under during peak traffic periods and what LOS is anticipated after the completion of the proposed highway project? How will the completion of this proposed project help attain these anticipated traffic flow improvements? What decrease in travel time throughout the project area can be expected as the result of this proposed project? Explain how this will take place.

- *Cost Effectiveness*

In quantifiable terms, why is this proposed project considered cost effective comparing the amount of anticipated expenditures measured against the expected results? Does the proposed project contain any procedures or processes that will help ensure the projected results will be received (if so explain)?

- *Severity of the existing traffic flow problem, i.e., time delays and air quality concerns*

What is the current level of traffic congestion that occurs during the peak traffic hours? What is the magnitude of the time delay due to congestion associated with the project area for highway users? Is the project located within a federal non-attainment urban area for air pollution?

- *Progress toward implementation has been accomplished; i.e., Right-of-way purchased, preliminary engineering completed or project planning completed*

Has the lead agency performed previous actions or projects that enhance or compliment this proposed project? Describe these actions or projects and explain how these past efforts will benefit this proposed project.

2. State, Regional, and Community Benefits

- *Relative number of persons who would potentially benefit as the result of the proposed project*

How will highway users benefit as the result of the proposed project? Estimate the number of individuals who potentially would benefit. What is the basis for this estimate?

- *Proposed project's ability to be self-sustaining (no reliance on the need to secure additional funding to maintain proposed action)*

Are additional future funding sources necessary to sustain the proposed project after the end of this project's completion? If so, what are the future funding needs and what is the project's future if additional funding does not materialize?

- *Project consistency with local, regional or state plans)*

Is the proposed project identified in any local, regional, or state transportation plan(s) specifically or generally as a high priority for corrective action? If so, identify the particular plan(s).

- *Proposed project also fulfills the goals of Category B - Reduction of Single Occupant Vehicles*

To what degree does this proposed project also meet the goals of Category B - Reduction of Single Occupant Vehicles? Explain the interconnection between the goal of the two categories.

3. Timelines of Project (maximum of 10 points)

- *Ready to construct/implement*

What time frame is needed, after the assumed award of this proposed project, until the first phase can begin? Is any work currently underway or has prior work been completed that will contribute to the timely completion of the proposed project?

- *Ability of applicant to complete the project in an efficient and timely manner (0 to 5 points)*

How does the lead agency expect to complete this proposed project in an efficient and timely manner? Has the lead agency completed similar types of projects? Does the lead agency have sufficient staff expertise to carry out this proposed project?

Section 5: Evaluation Criteria

Category D - Improvement of Public Safety

1. Improved Public Safety & Project Cost Effectiveness

- *Potential to reduce fatalities, injuries and property damage accidents*

Answer the following questions only if the lead agency is submitting a application for a project. See "Application Guidelines" for an explanation of how this factor will be scored.

Through Route: _____ Urban Area _____ Rural Area

Crossroad: _____ Urban Area _____ Rural Area

Number of Lanes: _____ Two _____ Multi.

Answer the following questions only if the lead is submitting an application for a program.

How will this program potentially result in significant reductions of fatalities, injuries, and property damage accidents? What is the magnitude of the expected fatalities, injuries, and property damage accident reductions expressed in the lead agency's most quantifiable terms?

- *Current or potential safety problems related to proposed project area or regional program area*

What are the current and/or perceived potential safety problems associated with the proposed project area or the proposed regional program area? How serious are these problems? How have these problems been documented?

- *Cost Effectiveness*

Provide the following accident history information only if the lead agency is submitting an application for a project. See “Application Guidelines for an explanation of how this factor will be scored.

Year	Property Damage Accidents	Injury Accidents		Fatal Accidents		Total # of Accidents
		# of Accidents	# of Injuries	# of Accidents	# of Fatalities	

Answer the following questions only if the lead agency is submitting an application for a program

Why and how is this proposed program considered to be cost effective? Can the cost effectiveness of this program be quantified if so by what method?

2. State, Regional and Community Benefits (maximum of 20 points)

- *Relative number of persons who would potentially benefit as the result of the proposed project or program*

How will highway users and non-highway users benefit as the result of the proposed project or program? Estimate the number of individuals who potentially would benefit. What is the basis for this estimate?

- *Proposed project or program's ability to be self-sustaining (no reliance on the need to secure additional funding to maintain proposed action)*

Are additional future funding sources necessary to sustain the proposed project or program after the end of this project or program's completion? If so, what are the future funding needs and what is the project or program's future if additional funding does not materialize?

- *Project or program's consistency with local, regional or state plans*

Is the proposed project or program identified in any local, regional, or state transportation plan(s) specifically or generally as a high priority for corrective action? If so, identify the particular plan(s).

3. Timelines of Project

- *Ready to construct/implement*

What time frame is needed, after the assumed award of this proposed project or program, until the first phase can begin? Is any work currently underway or has prior work been completed that will contribute to the timely completion of the proposed project or program?

- *Ability of applicant to complete the project or program in an efficient and timely manner*

How does the lead agency expect to complete this proposed project or program in an efficient and timely manner? Has the lead agency completed similar types of projects or programs? Does the lead agency have sufficient staff expertise to carry out this proposed project or program?